

RETIREMENT BOARD MINUTES

July 8, 2025

Those present at the public meeting of the Venango County Commissioners held in Room 100 of the Courthouse Annex:

Commissioner Samuel Breene
Commissioner Kenneth J. Bryan
Commissioner Albert "Chip" Abramovic
Dorothy "Dottie" Tawney, Chief Clerk
Laura O'Neil, Admin. Assistant
Rich Winkler, Solicitor
Jeannie Ritchey, Treasurer

Diona Brick, Fiscal
Justin Wolfe, Human Resources
Amie Wood-Wessell, Human Services
Luke Kauffman, County Park
Mark Fultz, Pastor
Kara O'Neil, The Derrick
Gavin Fish, EYT

Pastor Mark Fultz of Evangelistic Tabernacle of Cooperstown said the invocation before the meeting. All rose and said the Pledge of Allegiance.

The Election Board meeting was convened and adjourned prior to the start of the meeting.

1. Commissioner Breene called the Retirement Board Meeting to order at 4:35 p.m.
2. Jeannie Ritchey, Treasurer, made a motion to approve the minutes from the June 10, 2025 meeting, seconded by Commissioner Bryan, aye all.
3. There was no public comment on the Retirement Board Agenda.
4. **Retirement Board Items for Consideration:**
Justin Wolfe, director of Human Resources, presented to the Retirement Board for approval:

Attachment A – Retirement Board Items for Consideration

The following employees are entering the Retirement Fund System:

NAME	EFFECTIVE DATE	PERCENTAGE
Heather Jackson	06/09/2025	9%
Anthony Faraone	06/09/2025	9%
Alyssa Kapp	06/12/2025	10%
Rebekah Williams	06/12/2025	9%
Andrew Long	06/15/2025	9%
Keith Johnston	06/15/2025	19%
Layla Emig	06/18/2025	12%
Victoria Best	06/23/2025	15%
Sarah Breene	06/23/2025	9%
Barbara Lawrence	06/23/2025	9%
Dennis Tobin	06/30/2025	9%

Approval of the Treasurer of the Retirement Board to issue checks to the following persons who are withdrawing their contributions plus interest in accordance with the Plan and County pension law:

NAME	AMOUNT	DISBURSEMENT DATE
Jennifer Luktisch	\$80.06	07/31/2025
Samantha Winger	\$8,169.54	07/31/2025
Morris Woodhouse	\$3,542.82	07/31/2025
Corrine Carbaugh	\$106.99	07/31/2025

Lorelei Kingsmore	\$5,375.75	07/31/2025
Jake Garrow	\$703.96	07/31/2025
Richard Hollerman	\$653.80	07/31/2025
Bobbi Gonzalez	\$3,892.57	07/31/2025
Sheridyn Umstead	\$57.91	07/31/2025

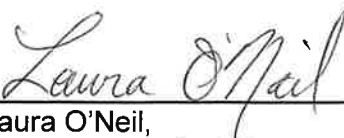
Approval of the following retirements:

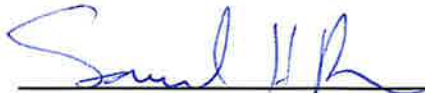
- 1) Notice to the Retirement Board of the death of retiree **Ruth B. Shay** on **06/20/2025**. Ruth had elected a "No Option" at the time of her retirement. There is no pension benefit, pro rata or otherwise, payable to her estate or beneficiaries.
- 2) Motion to approve the superannuation retirement of **A. Michelle Mehlburger**, effective **05/31/2025**. She has elected "Option Three" which entitles her to receive a monthly annuity of **\$1,504.21** payable throughout her lifetime. She is entitled to a pro rata benefit of **\$48.52** to be paid for 1 day in the month of May.
- 3) Motion to approve the superannuation retirement of **Debra L. Francis**, effective **06/07/2025**. She has elected "Option Three" which entitles her to receive a monthly annuity of **\$460.82** payable throughout her lifetime. She is entitled to a pro rata benefit of **\$368.66** to be paid for 24 days in the month of June.

Other Business:

- 1) **Jake Garrow** failed to execute or file pension withdrawal documents within the established time frame, his accumulated deductions are being withdrawn in accordance with Retirement Board policy.
 - 2) **Richard Hollerman** failed to execute or file pension withdrawal documents within the established time frame, his accumulated deductions are being withdrawn in accordance with Retirement Board policy.
 - 3) **Bobbi Gonzalez** failed to execute or file pension withdrawal documents within the established time frame, her accumulated deductions are being withdrawn in accordance with Retirement Board policy.
 - 4) **Sheridyn Umstead** failed to execute or file pension withdrawal documents within the established time frame, her accumulated deductions are being withdrawn in accordance with Retirement Board policy.
- Commissioner Abramovic made a motion to accept the above items (Attachment A), Commissioner Bryan seconded, aye all.
5. There was no other business to be conducted, and no public comment.
 6. The meeting adjourned at 4:36 p.m. upon a motion by Jeannie Ritchey, Treasurer, and seconded by Dottie Tawney, Chief Clerk, aye all.

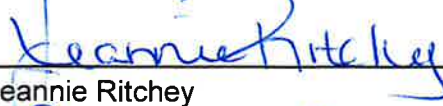
Respectfully submitted,


 Laura O'Neil,
 Administrative Assistant


 Samuel H. Breene


 Kenneth J. Bryan


 Albert A. Abramovic


 Jeannie Ritchey


 Dorothy "Dottie" Tawney